

RNC PREPARATORY MATERIALS FOR PARTNER LAW ENFORCEMENT AGENCIES CITY OF CLEVELAND, OHIO

2016 Republican National Convention



Cleveland Division of Police
CPD-RNC2016@City.cleveland.oh.us



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ATTACHMENTS

Attachment A: Event Zone Regulations – Prohibited Items (See Section III)

Attachment B: Vehicle Identification Form

Attachment C: RNC Policies and Procedures for Agency Training Prior to Event

(1) G.P.O. No. 2.1.01 Use of Force

(2) G.P.O. No. 3.3.03 Crowd Management and the Protection of
Constitutional Rights

Attachment D: Appointment of Additional Police with Oath Form

[For out-of-state officers only]

Attachment E: Fuel Access Request Form

Attachment F: Ohio Bureau of Worker's Compensation – Letter Re Ohio Local Agencies

Attachment G: Letter from the Chief, Police Foundation Flyer, and Order Form

I. INTRODUCTION

This document contains sensitive law enforcement materials. It was prepared by the Cleveland Division of Police and is directed to and intended only for the law enforcement agency personnel assisting the City of Cleveland with the 2016 Republican National Convention in Cleveland pursuant to the RNC-specific written agreement between your agency and the City of Cleveland or, for certain agencies outside Ohio, between the State of Ohio and your state pursuant to the Emergency Mutual Aid Compact (EMAC). This document and its attachments are intended to provide you with general information and the materials you are required to train your personnel on prior to coming to Cleveland. Any conflict with or questions concerning the RNC policies or any other information included with this document must be brought to the attention of CDP Deputy Chief Ed Tomba as soon as possible prior to the Event.

The City of Cleveland considers this document and the attachment to be “security records” as defined in Ohio Revised Code Section 149.433(A)(3), and therefore exempt from public record release under Ohio Revised Code Section 149.433(B).

Thank you for your assistance with the 2016 RNC.

II. GENERAL INFORMATION

- A. The 2016 Republican National Convention (RNC or the Event) will be held in Cleveland, Ohio, from July 18 through July 21, 2016. The RNC is designated by the U.S. Department of Homeland Security (DHS) as a National Special Security Event (NSSE), as it determined, after considering a number of factors, that the event requires greater security operations. Factors considered include, in part, whether the Event has historical, political or symbolic significance; will generate a large number of attendees or participants; includes national or foreign dignitaries; and/or has the requisite available state and local resources. Presidential Inaugurals, the G-8 Summit, and the Super Bowl are examples of other events given the NSSE designation.
- B. The City of Cleveland through its Division of Police (CDP) is responsible for coordinating and directing security by non-federal law enforcement personnel. A large number of law enforcement agencies from all levels of government throughout the State of Ohio and in other states throughout the United States will assist the CDP with security. CDP will work closely with Federal agencies including the U.S. Secret Service (USSS), who is the NSSE authorized lead for the design and implementation of the official RNC operational security plan.

- C. Location of the Main Event – The Republican National Convention
1. The main RNC Event will take place at the “Q”, located at 1 Center Court, Cleveland, Ohio, and the home of our 2016 NBA Champions, the Cleveland Cavaliers.
 2. A “Secure Zone” has been designated around the Q by the USSS who will be the overall lead law enforcement agency for security in the Secure Zone as well as for the presumptive nominee, visiting dignitaries, and certain others. Only persons, including officer assigned to the Secure Zone, credentialed by the USSS will be permitted in the Secure Zone.
 3. The Cleveland Division of Police (CDP) is the lead law enforcement agency for security everywhere outside of the Secure Zone but will assist the USSS with security in the Secure Zone.
 4. In a defined area around the Secure Zone will be the “Event Zone”. Within the Event Zone, parades and other activities such as vending, art displays, and speaker forums, will take place, though not exclusively and, many, pursuant to a permit or license obtained from the City of Cleveland. All persons are permitted within the Event Zone, but certain items/objects will not be permitted. The prohibited items are in the City of Cleveland regulations attached as Attachment A.
- D. In addition to the main event at the Q, there will be a large number of official and unofficial social events in Cleveland and throughout the region. CDP may not have knowledge of some of the unofficial events because they are being privately held.
- E. Cleveland anticipates that over 15,000 media credentials will be issued. Media outlets will be centrally located in the Huntington Convention Center of Cleveland, 300 Lakeside Avenue, Cleveland, OH 44113.
- F. In preparation for the RNC, the Federal Emergency Management Agency (FEMA) has provided significant pre-event training to CDP and local partner agencies.

III. MISSION

- A. The Cleveland Division of Police primary missions, to be accomplished with the assistance of our law enforcement partners during the RNC, include the following:
 - 1. To maintain quality services for all Cleveland residents and Cleveland businesses.
 - 2. To provide a safe environment for the general public including all persons visiting Cleveland whether including those persons associated with RNC activities or visiting Cleveland for other reasons.
 - 3. To maintain the necessary flow of vehicular and pedestrian traffic.
 - 4. To allow for those wishing to exercise their First Amendment rights to do so safely.

IV. STRUCTURE OF OPERATIONS

- A. All functions and duties to be performed by law enforcement personnel will conform to the RNC Operational Plan with specific assignment to be communicated to the Agency by the Commanding Officer, Cleveland Police Chief Calvin Williams, or his designee. The Agency will be provided with briefings from the CDP as necessary regarding its assignments. One or more CDP officers will be assigned each agency and/or grouped agency personnel.
- B. The Cleveland Division of Police will manage and track security operations during the RNC operational period using the National Incident Management System (NIMS) model. Use of NIMS allows for multiple agencies, jurisdictions, and disciplines to work in concert through the use of common terminology, common objectives, and unity of command.

V. CONTACT INFORMATION

- A. Chief Calvin Williams, CDP, Unified Command Chief of all operations
- B. Deputy Chief Edward Tomba, CDP
 - 1. The planning and operations Chief
 - 2. Email: etomba@city.cleveland.oh.us

3. Phone: 216-857-1126
- C. Commander Johnny Johnson, CDP
1. The point of contact for all local and county partner agencies
 2. Email: jjohnson3@city.cleveland.oh.us
 3. Phone: 216-857-7636
- D. Major Michael Black, Ohio State Highway Patrol (OSHP)
1. The point of contact of all state police agencies
- E. Lieutenant Herbert Homan, OSHP
1. Administrative and logistical support for state police agencies
- F. Sergeant Anthony Gorsek
1. Administrative support for local agencies
 2. Email: agorsek@city.cleveland.oh.us
 3. Phone: 216-857-7151

I. LODGING

- A. Lodging for applicable partner agency personnel will be provided by the below listed local colleges/universities and coordinated by the OSHP and CDP.
 - 1. Cleveland State University, 2121 Euclid Avenue, Cleveland, Ohio 44115, will house only members of the Ohio State Highway Patrol. Troopers will have key access only to the dormitory in which they are housed.
 - 2. Case Western Reserve University, 10900 Euclid Avenue, Cleveland, Ohio 44106, will house remaining partner agency officers that are not assigned to the motorcycle, K9 and/or bomb tech units, or any such units operating in specialized agency vehicles. Officers will have key access only to the dormitory in which they are housed. In the event that an agency will be housed in multiple dormitories, supervisors of that agency will have access to each dormitory.
 - 3. Notre Dame College, 4545 College Road, South Euclid, Ohio 44121, will house officers assigned to the motorcycle, K9, and/or bomb tech units or any such specialized units operating specialized agency vehicles. Officers will have access only to the building in which they are housed. In the event that an agency will be housed in multiple dormitories, supervisors of that agency will have access to each dormitory.
- B. Partner agency officers are reminded that dormitories provide minimum essentials. There is no housekeeping, no room service, no personal grooming items, no hangers, etc. Laundry facilities are available in every dormitory and changes of linens are available. As with many college dormitories, most do not have air conditioning. Room fans will be provided as needed.
- C. Civilian school staff will not have unfettered access to dorm rooms because they may contain officers' firearms.
- D. Free Wi-Fi is available on every campus.
- E. Information packets concerning each college/university will be provided at check-in.
- G. Partner agency officers must have their agency identification on their person in order to access their dormitories.

VII. FOOD

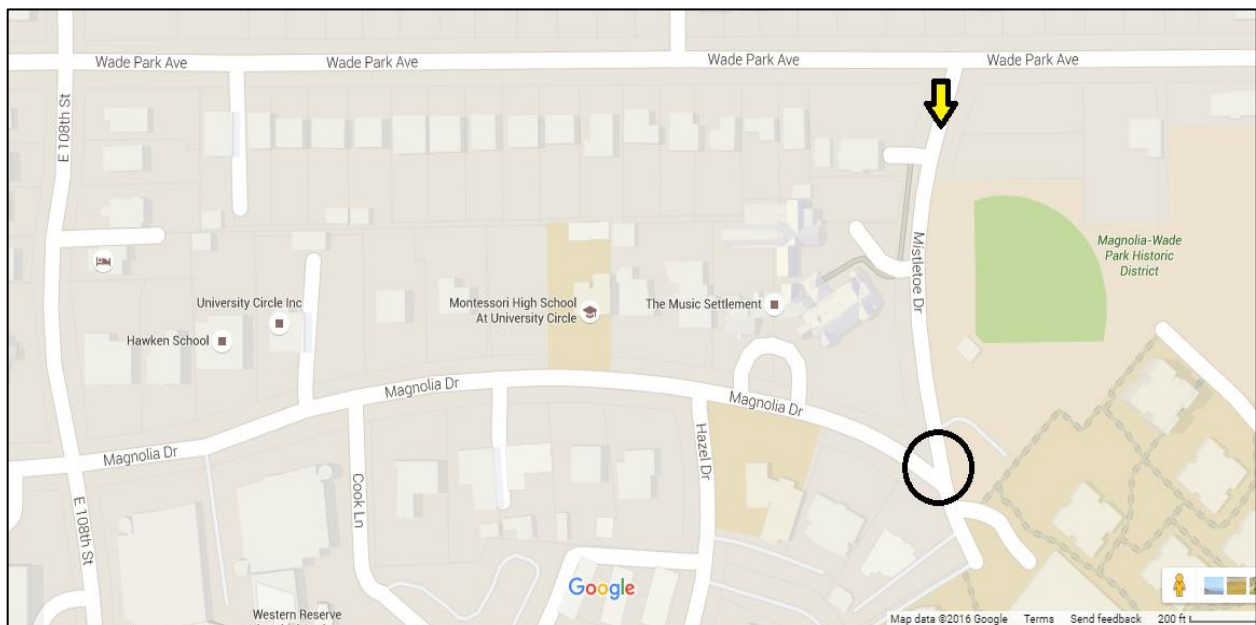
- A. Food at the college/universities will be provided only to those officers that are housed there.
- B. Box lunches and hydration will be provided to all officers assigned to RNC duties/posts.
- C. Food Service Schedule
 - 1. Friday, July 15, 2016 - Food service begins for dinner at each college/university.
 - 2. Saturday, July 16, 2016 - Breakfast, lunch, and dinner provided at each college/university.
 - 3. Sunday, July 17, 2016 – Breakfast, lunch, and dinner provided at each college/university.
 - 4. Monday, July 18 – Thursday, July 21, 2016 - Breakfast, lunch, and dinner provided at each college/university. Box lunches will be provided in designated operational areas for officers on duty.

VIII. TRAVEL

- A. Air Travel
 - 1. All agencies flying into Cleveland Hopkins International Airport (CHIA) will be met by a CDP liaison.
 - 2. The CDP liaison will assist with directions to baggage claim as needed and to an assigned bus.
 - 3. The bus will contain a member of the CDP Hospitality Team who will assist with any needs and will ride on the bus with the officers.
 - 4. The bus will take the officers to Case Western Reserve University where they will be met by a member of the CWRU Command Staff who, along with members of the Hospitality Team, will conduct processing of officers.

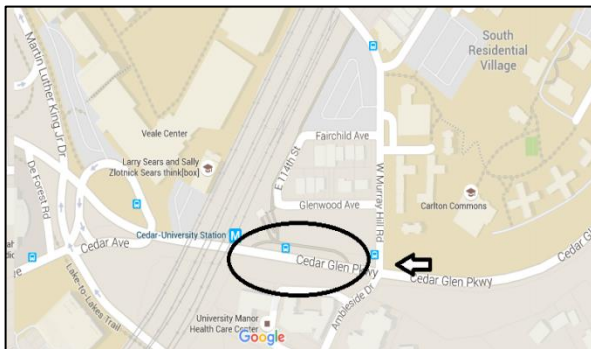
B. Charter Buses

1. All agencies, other than OSHP, chartering a bus to Cleveland shall instruct their driver to transport them to CWRU.
2. If housed in the North Residential Village of CWRU, the driver should be instructed to drive the officers to the corner of Mistletoe Drive and Magnolia Drive from Wade Park Avenue. For reference use 1560 Mistletoe Dr., Cleveland, OH 44106



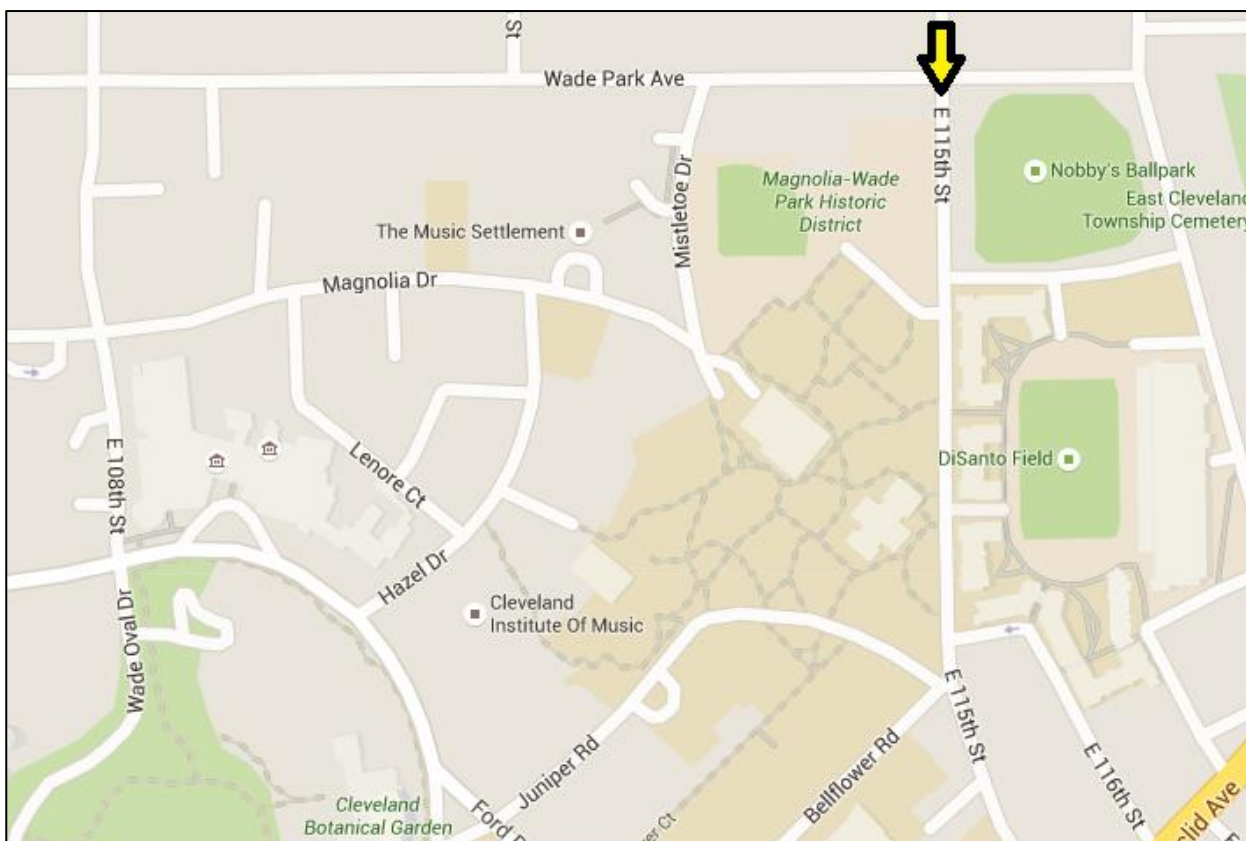
3. If housed in the South Residential Village of CWRU, the driver should be instructed to drive to the Greater Cleveland Regional Transit Authority (GCRTA) Cedar – University Station to drop off the officers.

CITY OF CLEVELAND DIVISION OF POLICE
SECURITY RECORD UNDER OHIO REVISED CODE 149.433
CONTAINS SENSITIVE LAW ENFORCEMENT INFORMATION

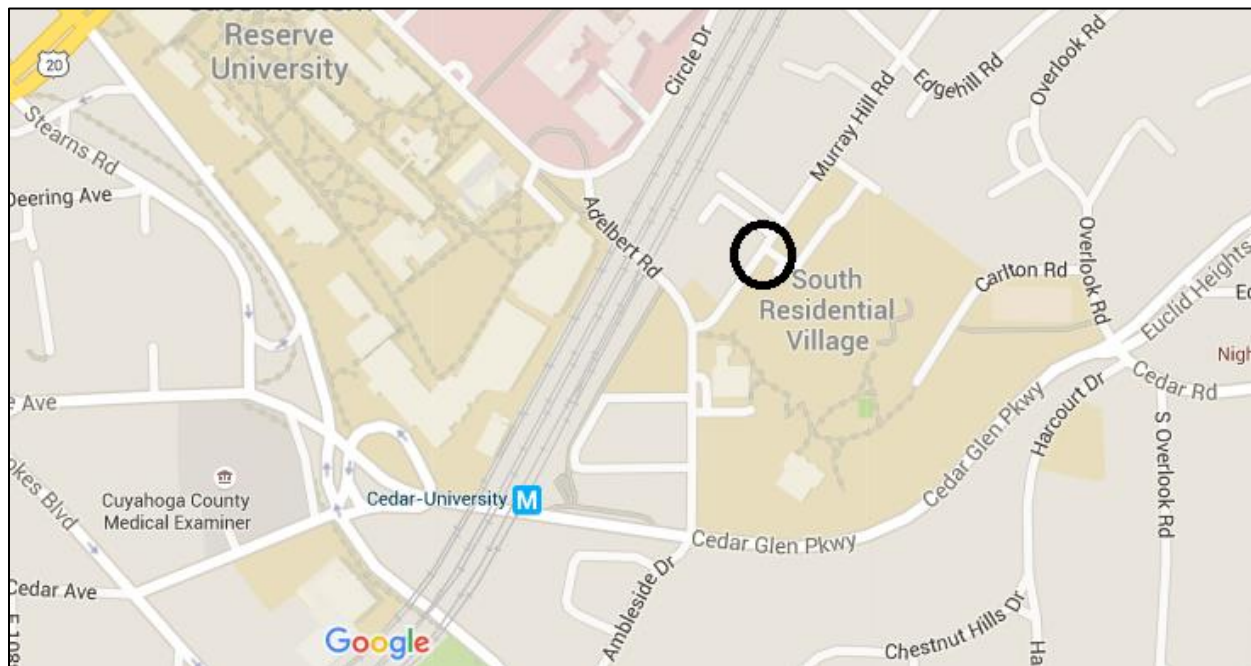


C. Agency Owned and/or Rental Vehicles

1. Secured parking will be available for agency owned and rental vehicles.
2. For RNC insurance purposes, prior to the Event, partner agencies must provide to CDP the make, model, VIN and license plate numbers of all vehicles. (See Attachment B)
3. Members of the OSHP who are housed at Cleveland State University shall park their vehicles at the GCRTA Harvard Avenue garage (2501 Harvard Ave., Newburgh Heights, Ohio). GCRTA will provide transportation to/from this location.
4. Officers housed in the CWRU North Residential Village shall drive their vehicles to East 115 Street from Wade Park Avenue. Further instructions for parking will be provided based on size and type of the vehicles.



5. Officers assigned to the CWRU South Residential Village shall drive their vehicles to the village parking lot at the corner of Murray Hill and Adelbert Road.



6. Officers assigned to Notre Dame College shall report to the college for check-in.

IX. PERSONNEL, EQUIPMENT, AND UNIFORMS

A. Personnel

1. All partner agency officers are ultimately under the command and control of the Cleveland Division of Police.
2. Partner agency officers shall operate under the command of their agency supervisor(s) who in turn will be under the command of a CDP supervisor.
3. Partner agencies not providing their own supervisor shall have their officers directly under the command of a CDP supervisor.
4. A CDP supervisor will ensure that all officers assigned to their command are properly assigned, equipped, and relieved as necessary.
5. A list of all personnel that will be housed by the City of Cleveland must be provided prior to arrival and approved by the CDP Chief of Police.

B. Equipment

1. Partner agency officers shall wear on their duty belt the normal complement of equipment typical for daily patrol operations as approved by their home agency.
2. Agencies are not permitted to bring long guns or munitions without prior written authorization given by the Cleveland Division of Police.

C. Uniforms

1. The uniform of the day shall be that uniform typically worn by agency officers for daily patrol operations.
2. Officers shall bring a sufficient change of uniforms for a 5-day work week. Laundry facilities are available for officers lodging at their designated college/university.
3. Officers shall be prepared for the weather (raingear, sun screen, etc.)
4. Officers assigned to Field Force operations are permitted to have Tactical Dress Uniform (TDU) or equivalent under their Personal Protective Gear (PPE). Field Force officers not assigned to field force duties shall wear their agency's daily patrol uniform of the day.
5. SWAT/Tactical/EOD officers are permitted to wear their authorized uniform.
6. Any variation of the uniform of the day requires prior written approval from Chief Williams or Deputy Chief Tomba.

- D. Off-Duty Issues – The following phone number is staffed 24 hours a day to address ANY issues or questions that may arise off-duty: 216- 368-4900.

X. **SCHEDULE OF EVENTS**

- A. Friday, July 15, 2016: Travel day for some agencies. Arriving out-of-state officers will be deputized after arrival at dorm location (see section XIV below and Attachment D).
- B. Saturday, July 16, 2016: Travel day for the remaining agencies. Arriving out-of-state officers will be deputized after arrival at dorm location (see section XIV below and Attachment D).

- C. Sunday, July 17, 2016: All officers from partner agencies shall report at 0800 hours (location TBD).
1. Out-of-state officers not already deputized upon arrival at their dorms will be deputized (see section XIV below and Attachment D).
 2. Equipment and assignment distribution as required
 3. Training including, but not limited to, applicable RNC specific Policies and Procedures (see Attachment C).
 4. Welcoming Event for Delegates. Security for the opening ceremony will be provided by the USSS, CDP, and the Ohio State Highway Patrol.
- D. Monday, July 18 through Thursday, July 21, 2016
1. Operational period begins at 0600 hours
 2. Permitted parades and demonstrations begin at 0930 hours
- E. Friday, July 22, 2016
1. RNC operations end at 0600 hours
 2. Equipment collection and demobilization
 3. Travel day (for some partner agencies)
- F. Saturday, July 23, 2016
1. Travel day (for the remaining partner agencies)

XI. WRITTEN AGREEMENT REQUIRED PRIOR TO EVENT.

- A. All agencies, except those specifically assisting pursuant to the Emergency Mutual Aid Compact (EMAC), must have a fully-executed agreement with the City of Cleveland prior to participation in security for the RNC.
- B. For all agencies assisting under the provisions of the EMAC, their state must have a fully-executed written agreement with the State of Ohio.

XII. REIMBURSEMENT

- A. Salary Reimbursement [See your agency's agreement for any variation.]
1. Friday, July 15 or Saturday, July 16, 2016

- a) Travel Day – Up to 8 hours of compensation at the regular rate of pay.

2. Sunday, July 17 through Thursday, July 21, 2016

- a) 8 hours of compensation at the regular rate of pay
- b) 4 hours of compensation at the overtime rate of pay

3. Friday, July 22 or Saturday July, 23, 2016

- a) Travel Day – Up to 8 hours of compensation at the regular pay

B. Daily Time Sheets

1. Time sheets shall be utilized to track actual hours worked by partner agency members. The timesheets shall in part be the basis for officer cost reimbursement.
2. Time sheets will be provided upon agency arrival by the CDP liaison and given to each agency's superior officer.
3. Each agency shall ensure that the time sheets are accurate and submitted to the CDP liaison assigned to them immediately upon completion of each daily tour of duty.

C. Transportation Reimbursement

1. Ground Transportation

- a) The use of rental vehicles, charter buses, and or city owned vehicles by partner agencies requires prior approval by the CDP.
- b) Reimbursement will be provided for the cost of vehicle/charter bus rental and agency incurred fuel costs as approved by Cleveland.
- c) Lodging will be provided for the charter bus driver(s) if needed.
- d) Agency Vehicles
 - (1) Agency owned vehicles being used to transport officers to Cleveland will be reimbursed at the agreed upon established government rate.
 - (2) Agency owned vehicles operating under the command and control of CDP require prior authorization by CDP and the completion of the City of Cleveland Fuel Access Request form (see Attachment E).

2. Air Transportation

- a) Partner agencies requiring air transportation are responsible for their own flight arrangements.
- b) Fares should be the best available coach fares.
- c) Personnel should be consolidated to the fewest number of flights arriving at the same airport to facilitate ground transportation pick-up.
- d) Booking of all flights must have prior approval of the CDP.
- e) Law enforcement personnel traveling by air with agency issued firearms are required to adhere to all TSA regulations and shall make all the necessary arrangements.
- f) Officers arriving at the airport will be bused to Case Western Reserve University by CDP.

XIII. CREDENTIALS

- A. The USSS will credential only those officers assigned to security operations inside of Quicken Loans Arena.
- B. Officers that are not assigned to the Quicken Loans Arena will not be credentialed.
- C. All partner agency officers must have their agency identification with them at all times. Agency identification will be necessary in order to access dormitories.

XIV. DEPUTATION

- A. All officers from out-of-state agencies will be appointed as additional police and given an oath by the City of Cleveland Director of Public Safety or his designee. After taking the oath, each officer must sign, date and completely and legibly fill out the information at the bottom of the form attached as Attachment D and then turn it in to the CDP officer in charge at the time of the oath. This is Cleveland's record that the officer was appointed as an additional police officer and took the oath. Copies will be provided to the agency upon request.
- B. Most out-of-state officers will be deputized during their initial arrival at their dorm assigned locations. Those officers not deputized at that time, will be deputized on Sunday, July 17, 2016. All out-of-state officers must be deputized prior to performing any law enforcement services involving detention or arrest.
- C. Officers from agencies located in Ohio have authority to exercise police powers in Cleveland pursuant to, but not limited to, Ohio law mutual aid provisions and the Intrastate Mutual Aid Compact (IMAC).

XV. TRAINING

- A. All officers from partner agencies will be required to attend a block(s) of instruction in Cleveland prior to the Event, which shall include the following:
 - 1. Rules of Engagement
 - 2. General Police Order 2.1.01: Use of Force (See Attachment C)
 - 3. General Police Order 3.3.03: Crowd Management and the Protection of Constitutional Rights (See Attachment C)
 - 4. Comportment and Personal Conduct
- B. **Prior to coming to Cleveland, Agency must train all participating officers on the following RNC-specific policies:**
 - 1. **General Police Order 2.1.01: Use of Force** (See Attachment C)
 - 2. **General Police Order 3.3.03: Crowd Management and the Protection of Constitutional Rights** (See Attachment C)
- C. Any conflicts or issues an agency has with the above policies must be brought to the attention of CDP Deputy Chief Ed Tomba as soon as possible.

XVI. DEPLOYMENT and ASSIGNMENTS

- A. Officers will be assigned based on their training and CDP operational needs.
- B. The RNC security zones are divided into quadrants, each commanded by a CDP zone commander.
 - 1. All assets, such as Mobile Field Force (MFF), bicycles, mounted, and foot patrol operations assigned to each zone will be under the command of the zone commander.
 - 2. Officers assigned to MFF operations will be pre-staged in multiple locations throughout the areas of operation.
 - 3. MFF officers will be transported to their staging location and will be briefed by their designated zone commander.
 - 4. The zone commander shall determine deployment locations of all assets assigned to them.

5. Officers not assigned to zones, such as intelligence, motorcycles, and SWAT/Tactical operations will be under the command of their designated CDP supervisor.

XVII. DEMOBILIZATION

- A. After the last scheduled shift, partner agency officers shall report to their CDP liaison and that liaison shall ensure that:
 1. All timesheets are collected, completed, and checked for accuracy.
 2. All issued equipment is returned and tracked.
- B. All officers assigned to the RNC must be relieved by a CPD supervisor prior to reporting off duty.

XVIII. CONCLUSION

Thank you again for your assistance with this important event. We look forward to working with you and will see you in July.